

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
December 11, 2012

Board Members Present: Jim Mode, Pam Rogers, Richard Jones, Augie Tietz, John McKenzie, and Jim Schultz

Absent: Julie Merritt

Others Present: Human Services Director Kathi Cauley; Aging & Disability Resource Center Manager Sue Torum; Child & Family Division Manager Brent Ruehlow; Office Manager; Donna Hollinger, Accountant; Cathy Swenson, County Administrator Gary Petre; and County Board Chairman John Molinaro

1. **CALL TO ORDER**
Mr. Mode called the meeting to order at 8:30 a.m.
2. **ROLL CALL/ESTABLISHMENT OF QUORUM**
Merritt Absent/Quorum established
3. **CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Compliance attained
4. **REVIEW OF THE DECEMBER 11, 2012 AGENDA**
No Changes
5. **CITIZEN COMMENT**
No Comments
6. **APPROVAL OF THE NOVEMBER 13, 2012 BOARD MINUTES**
Ms. Rogers made a motion to approve the November 13, 2012 board minutes.
Mr. Schultz seconded.
Motion passed unanimously.
7. **COMMUNICATIONS**
No Communications
8. **REVIEW OF OCTOBER, 2012 FINANCIAL STATEMENT**
Ms. Cauley reviewed the October 2012 financial statement (attached) and reported that we are projecting a positive fund balance of \$51,352, which includes the 2011 carryover request and the additional preliminary carryover requests. (attached) Ms. Cauley also presented the financial statement and summary sheet (attached) that details projections for revenue, expenses, tax levy and variance by program within each Division and discussed the areas that are having the most impact on the budget. Also included are reports showing Alternate Care and Commitment costs. (attached)

9. REVIEW AND APPROVE NOVEMBER, 2012 FINANCIAL VOUCHERS

Ms. Cauley reviewed the summary sheet of vouchers totaling \$534,385.29 (attached).

Mr. Jones made a motion to approve the November vouchers totaling \$534,385.29 as presented.

Ms. Rogers seconded.

Motion passed unanimously.

10. DIVISION UPDATES: CHILD & FAMILY RESOURCES, BEHAVIORAL HEALTH, ADMINISTRATION, ECONOMIC SUPPORT, AND AGING & DISABILITY RESOURCE CENTER

Child & Family Resources:

Mr. Ruehlow reported on the following items:

- December 1 was the kickoff meeting with community members to discuss the new “Alternative Response” approach to investigating allegations, which was well received. A worker recently had the opportunity to use the approach and said that it went very well. The meeting was also an opportunity to discuss other issues, too.
- Delinquency referrals and screened in cases are back to average numbers.
- There were no children put into out of home placement, and five children went home.
- Attorney Henry Plum and case managers are working diligently to get the TPRs filed. They feel that 11 children will be permanently placed by the end of February.

Behavioral Health:

Ms. Cauley reported on the following items:

- The Substance Abuse Coalition is meeting again tomorrow. Two individuals will be attending the meeting to discuss state and local policies on alcohol.
- There were 16 EDs in October and are projecting about 127 for the year.
- The EMH calls through November were 5149, which is the same as last year.
- Suicide calls are down, but continue to be very serious attempts.
- We have been meeting with Rock & Walworth counties to discuss the following items:
 1. Trying to find community provider options for individuals who are currently in Trempealeau.
 2. Getting one standard rate set in place across all of alternate care.
 3. Considering sharing the fiscal work, such as reviewing provider audits.
 4. Wanting to share training expenses on the Functional Family Therapy (FFT)

Administration:

Ms. Cauley reported for Ms. Daniel on the following items:

- We have completed some compliance issues and are now billing.
- The state changed the Human Services Reporting System and we continue to work on that, as it is due by the end of the year.
- MIS is working on getting forms ready for electronic health records
- We have a Code of Conduct book that will be rolled out this week to all staff.
- We have been using Opportunities, Inc and Milwaukee Center for Independence as our fiscal agent for Children’s Waivers. We looked for other fiscal agents to compare costs and found one that could save us \$80,000.
- We are working on year-end closings, budgets and quarterly reports
- We are sending out the 2013 contracts.

Economic Support:

Ms. Cauley reported for Ms. Johnson on the following items:

- There are 7,160 households on assistance.
- The Call Center answered 7371 calls in November.
- We will be meeting with Forward Services to discuss the transition of the W2 program.
- Cross Point church is bringing additional resources to our community and are expanding to have what they call a "Dream Center." This will help anyone in need such as the homeless, newly released inmates, or single parents.
- Family Promise now has a day center.

ADRC:

Ms. Torum reported on the following items:

- Logisticare has given the state a 90-day notice to terminate its contract for non-emergency medical transportation to Medicaid participants. The state intends to issue a new Request for Proposals (RFP) and have a new provider in place by 3/1/13. Logisticare will have the option of responding to the new RFP, which is expected to address some of the issues they have been having, but were not successful in remediating with the state. DHS assures Counties that the program will not be sent back to them for administration.
- Several periodicals have recently run articles about the services provided by the ADRC. These are great marketing tools. The Watertown Times article was fun in Family and Friends and was quite lengthy. The ADRC will also be featured in the Jefferson County employee newsletter, which is due to be released shortly.
- The ADRC offers services by Elder and Disability Benefit Specialists. These programs were recently surveyed and the preliminary results were outstanding! 87% of the respondents rated the services provided as excellent! 11% rated them as good. Over 60% of the respondents reported that they had more money for food, medications and other household expenses.
- There were several good candidates for the Dementia Care Specialist position and we hope to have the position filled by 1/2/2013. This project will dovetail with the Honoring Choice Pilot Project that the ADRC is involved in. The leading partners are Fort Health Care and Rainbow Hospice.

11. UPDATE ON RESOLUTION REQUESTING ELECTED STATE OFFICIALS AND THE GOVERNOR TO RE-EXAMINE THE POLICIES WHICH HAVE LED TO HISTORICALLY HIGH INCARCERATION RATES IN WISCONSIN

Ms. Cauley followed up with Judges Hue and Weston. They are interested and there is grant money available. Judge Weston is particularly interested in a Veteran's court or a single family court. Judge Hue would like an OWI court. These courts would follow a specific module, such as being under strict supervision and specific training instead of being incarcerated.

Mr. Molinaro stated his concern about funding these courts once grant money is gone. He spoke with Judge Koschnick about it, who felt that once the courts were set up, there

would be few ongoing expenses. After much discussion, it was determined to let the judges decide what to do next.

12. DISCUSS CRISIS INTERVENTION TECHNIQUES AWARD FOR A LAW ENFORCEMENT OFFICER

Ms. Cauley said that law enforcement know about this and will be submitting names to her. This will be put on the January agenda.

13. REVIEW AND APPROVE TRANSPORTATION PLAN APPLICATION

Ms. Torum reported that no one attended the public hearing so the draft version of the 2013 Specialized Transportation remains unchanged. The budget pages were updated and reviewed.

A motion was made by Mr. Jones to approve the transportation plan application.

Mr. McKenzie seconded.

Motion passed unanimously.

14. UPDATE ON SAFETY AND SECURITY MEASURES

Ms. Cauley reported that we put bids out for an internal security system and chose the WAVE system with the Everbridge Company. The duress buttons have been installed and we did a walk-through of each therapy room to ensure safety. Movable furniture was removed and chairs were rearranged so that the therapist always sits next to the door. We also updated our policies and procedures and will get input from Law Enforcement. A mock drill is being planned.

15. REVIEW AND APPROVE REQUEST TO PURCHASE TRANSPORTATION SCHEDULING SOFTWARE

Ms. Torum was informed by Joan Daniel that the year-end projection for transportation spending shows that the county will not meet the required match. As a result, there is approximately \$11,000 more budgeted. Currently Jackie Cloute, the Transportation Coordinator, uses an Excel spreadsheet to organize trip schedules, which is very inefficient. There has never been money in the budget to purchase scheduling software, so we have been making inquiries about a product that will meet our needs. Many counties use a product called Route Match. Ms. Cloute will make a trip up to Dodge County to see it.

17. UPDATE ON WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Mr. Mode reported on the following items from the Fall Conference:

- Carrie Taylor, the Administrator for the WI Dept of Corrections, said that instead of detentions, they are doing more vocational training and education with Secured Juvenile Correctional Facilities. Due to this change, the recidivism rate is going down.
- They listened to speakers Eloise Anderson; Secretary of the WI Dept of Children & Families, and Dennis Smith; Secretary of the WI Dept of Health Services.
- There was a session about child protective services and county mandates, and then three Foster parents described their experiences with foster children.

18. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, January 8.

19. ADJOURN

Mr. Tietz made a motion to adjourn the meeting.

Ms. Rogers seconded.

Motion passed unanimously.

Meeting adjourned at 9:40 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, January 8, 2013 at 8:30 a.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549